

Trustees of Lunenburg Public Library Meeting
October 20, 2011

Attending: Noelle Bodkin, Lisa Krowitz, Richard Mailloux, John Mara, Kathy Murray, Jeanne Raboin, Amy Sadkin, Len Smetana

No public Comment.

September Minutes: KM made motion for approval of minutes, JM seconded; motion passed unanimously.

New Business:

1. Director's Report
 - a. Budget/Circulation
 - i. Computer use tracking to prior year is level; batteries will need to be changed on people counter; Amy will add prior year to computer usage and people counter stats.
 - b. Staff
 - i. ACEA/Achieve Teacher (LHS): Amy met with Laura Rudy; discussed changes to students' library café; Ms. Rudy will survey parents to get their input concerning changes in the program; she would like to tie-in more with LPL programming.
 - ii. Meetings: Evergreen software training; CWMARS Board and User's Council meetings; Amy will be serving on the MassLNC Committee.
 - iii. Jen attended an Evergreen "refresher" meeting; Deborah will begin working 18 hours/week the week of October 31, 2011, she is also training for ILL and magazines.
 - iv. Amy will be posting the 8 hour position in November 2011.
 - c. Facilities: Two electrical cords replaced with 90 degree plugs under tables in the Main Hall.
 - d. Technology Update:
 - i. Amy met with Bruce Cramer, IKON and Nancy Strom, IT Director to discuss replacement copiers for the library (see Director's October 2011 Report for details).
 - ii. MassBroadBand visited the library and we are on the list to receive fiber-optic cable Spring 2012.
 - iii. Freegal is up and running.
 - e. Programs:
 - i. Kate purchased a used Wii and several games from Game Stop (funded by Friends); new games are coming through CD vendor; several teen volunteers are overseeing games after school hours; first game day was a huge success.
 - ii. Knitting Club and computer classes still going strong; Book clubs for all ages remain popular, Karen offering a First Read Book Club and working with TC Passios to offer the MA Book Award meetings. New artist-in-residence is Lynda Davis Jeha.
 - f. Other:

- i. Amy submitted FY13 Capital Plan to Planning committee on September 30, 2011. LPL received \$1000 worth of free products from Leap Frog, LPL was chosen as one of 50 libraries to receive these.
 - g. Special Town Meeting, Monday, December 5 @7 pm.
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- 2. Amy asked Trustees to consider having her attend the National Conference for Public Librarians March 2012 in Philadelphia; 3-4 days, preregistration is in January 2012. Amy will put together a package with costs for Trustees to review at November meeting.
 - 3. Friend's Update: October Book & Bake Sale was best yet - \$3,000!
 - 4. Lending Policy: discussion of lending policy for extending privileges to Fitchburg Public Library. Should we wait until the next meeting to see what happens re: the FPL deadline? Amy will be speaking soon to other library directors to see what they will be doing. Trustees will table this decision until November meeting.
 - 5. Preliminary overview of budget for 2012-2013: Kerry would like the budget to her November 30, 2012. Trustees would need to vote at November meeting. Director and Budget subcommittee will need to meet.
 - 6. Other business: Letter to Amanda Johnson concerning use of Great Hall for wedding ceremony; John and Dick will get this letter out.

Motion made by JM to go into Executive Session for LPL Director Evaluation, seconded by RM, roll call unanimous. Trustees will then go out of session to discuss personnel and vote on personnel action, and then to vote on adjournment.

Motion made by JM to accept Director's FY11 Evaluation to be presented by 2 Trustees, seconded by LK. Unanimous

JM makes a motion to give Ms. Sadkin a 3% increase for 2012 retroactive to July 1 2011, LK seconded. Unanimous vote

NB makes motion to adjourn, seconded by KM. Unanimous vote.

Next meeting November 17, 2011.

Respectfully submitted,

Jeanne Raboin, Secretary

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